



Office of Long Island Sound Programs

COASTAL SITE PLAN REVIEW

APPLICATION CHECKLIST

WHAT IS REQUIRED FOR A COMPLETE APPLICATION

This checklist has been developed to assist the commission or board or its staff in determining the completeness of a coastal site plan review application. To ensure that adequate information has been provided for a thorough project evaluation, coastal site plan review applications must contain specific information, as required by Connecticut General Statutes section 22a-105(c). If any of the items listed below is missing from such an application, the applicant should be advised of the information or materials necessary to complete the application.

A complete coastal site plan application should include the following information:

- Clear and accurate plan(s) of the entire project indicating:
 - proposed location/locus map
 - location of all existing buildings, structures, and uses
 - location of all proposed buildings, structures, and uses
 - all proposed site improvements and alterations, including location and extent of land disturbance and/or grading
 - ownership (site ownership or applicant's interest in the site)
 - uses on adjacent properties
 - location and spatial relationship of all coastal resources on and contiguous to the site
- A description of the entire project, including types of existing and proposed buildings, structures, and uses
- Coastal Resources - identification of all resources on and adjacent to the site from following list:
 - general resource*
 - beaches and dunes
 - bluffs and escarpments
 - coastal flood hazard area
 - coastal hazard area
 - coastal waters/estuarine embayments
 - developed shorefront
 - freshwater wetlands/watercourse
 - intertidal flats
 - islands
 - rocky shorefronts
 - shellfish concentration area
 - shorelands
 - tidal wetlands

This identification of coastal resources leads directly to identification of the appropriate resource policies in the CCMA applicable to the project.

- An assessment of the condition of the resources and their capability to accommodate the proposed structure or use
- Coastal Use Policies - identification of all applicable policies from the following list:
 - general development*
 - boating
 - coastal recreation and access
 - coastal structures and filling
 - cultural resources
 - dams, dikes and reservoirs
 - dredging and navigation
 - energy facilities
 - fisheries
 - fuel, chemical and hazardous materials
 - open space and agricultural lands
 - ports and harbors
 - sewer and water lines
 - solid waste
 - transportation
 - water-dependent uses
- An assessment of how the proposal is consistent with all applicable resource and use policies
- An assessment of the suitability of the project for the proposed location, especially if the project site is waterfront or abuts tidal wetlands
- Methods and timing of construction
- Methods of stormwater management, including methods for retention and/or treatment
- Description of the type and extent of development adjacent to the site
- An evaluation of the potential beneficial and adverse impacts of the project and a description of proposed methods to mitigate, or lessen, any unavoidable adverse impacts
- Identification of whether the site is a waterfront location (includes sites fronting on tidal wetlands and open coastal waters) and, if so, an indication of whether the proposal is or is not water-dependent and why
- Description of impacts or effects the project will have on future water-dependent uses or water-dependent development on and adjacent to the site
- Description of proposed measures to mitigate, or lessen, any unavoidable adverse impacts on future water-dependent development opportunities

*General Resource and General Development policies apply to all sites and uses.

PLANNING AND ZONING COMMISSION
TOWN OF BRANFORD
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APPLICATION FOR REVIEW OF COASTAL SITE PLANS

Supplemental Information for Projects Located Within the Coastal Boundary - -

Refer to coastal site plan application instruction sheet (attached) for sources of information and general comments pertinent to filling out this application.

APPLICANT'S NAME: _____ DATE: _____

ADDRESS: _____

PROJECT ADDRESS OR LOCATION: _____

The following information must be supplied by the applicant and submitted in addition to, and along with, any application, plans and data required for approval of the proposed project under the zoning and/or subdivision regulations of this municipality. Attach additional sheets if more space is required.

I. PLANS

A. Project Plan(s)

This application must be accompanied by a plan (or plans) of the entire project indicating 1) project location, 2) design of all existing and proposed buildings, structures, and uses, 3) all proposed site improvements or alterations, and 4) ownership and type of use on adjacent properties.

B. Coastal Resources

This application must be accompanied by a plan showing the locations of all coastal resources (as defined in section 3(1) of P.A. 79-535 on and contiguous to the site.

II. WRITTEN INFORMATION

A. Description of the Proposed Project

Describe the entire project including types of buildings and structures, uses, methods and timing of construction, type and extent of development adjacent to the site. This information should supplement and/or clarify plans in 1.A. above.

B. Description of Coastal Resources

Identify the coastal resources on and contiguous to the site (as shown on the coastal resources map) and describe their condition. This information should supplement and/or clarify the plan in I.B. above.

C. Assessment of the Suitability of the Project for the Proposed Site and the Capability of the Resources to Accommodate the Proposed Use

(1) Identify any and all coastal use policies (in section 2(b)(1) of P.A. 79-535 and reprinted in CAM Planning Report No. 30) applicable to the proposed project.

(2) Identify any and all coastal resource policies (in section 2(b) (2) of P.A. 79-535 and reprinted in CAM Planning Report No. 30) applicable to the proposed project.

(3) Describe how the proposed project is consistent with all of the coastal policies identified in C(1) and (2) above (i.e. describe the extent to which the project complies or conflicts with each policy). Note: if a project conflicts with any policy, the project should be modified to reduce or eliminate the conflict.

D. Evaluation of the potential Beneficial and Adverse Impacts of the Project and Description of Proposed Methods to Mitigate Adverse Effects.

(1) Identify and describe the potential adverse impacts (as defined in section 3(15) of P.A. 79-535) and potential beneficial impacts of the project on coastal resources.

For Waterfront Property Only:

(2) Is the project a water dependent use as defined in section 3(16) of P.A. 79-535? If so, explain why.

For Waterfront Property Only:

(3) Describe the impacts or effects (either positive or negative) that the project will have on future water dependent uses or development on and adjacent to this site.

(4) Describe the proposed measures to mitigate (reduce or eliminate any adverse impacts on coastal resources described in D(1) and, if applicable, on future water dependent development opportunities described in D (3).

E. Demonstration of the Acceptability of Remaining or Unmitigated Adverse Impacts on Coastal Resources and Future Water Dependent Uses and Development

(1) Describe any adverse impacts that remain after employing all reasonable mitigation measures.

(2) Explain why these remaining adverse impacts were not mitigated.

(3) Explain why the commission reviewing this application should find these remaining adverse impacts to be acceptable.

III. SUPPORTING MATERIALS/DOCUMENTATION

A. The commission or board may request the submission of such additional information that it deems necessary in order to reach a decision on the application.

Include any additional information required by the commission and list any supplemental materials (plans, reports, etc.) that are being submitted in support of this application.

Owner _____	Applicant _____
PLEASE PRINT	PLEASE PRINT
Address _____	Address _____
Phone _____	Phone _____
E-mail _____	E-mail _____
Fax _____	Fax _____
Signature _____	Signature _____

FOR OFFICE USE ONLY:

Receipt Date _____ Fee Paid _____

Approved/Denied by P&Z on _____ Application # _____